

## **SENIOR MAINTENANCE WORKER**

### **DEFINITION:**

Under general supervision of the Maintenance Supervisor, performs a variety of laboring, skilled and advanced skilled work, and lead direction to crews in the maintenance of streets, parks, street medians, storm drains and related facilities; performs related work as required.

### **CLASS CHARACTERISTICS:**

This class provides training and lead direction to Maintenance Workers I and II and Grounds Keepers in addition to performing the more complex assignments of the class series. Successful performance of the work requires both supervisory skills, including the ability to direct work independently and through a crew leader, and a technical knowledge of the work performed.

### **IMPORTANT AND ESSENTIAL JOB FUNCTIONS:**

1. Provide day-to-day field direction to crews of Maintenance Workers and Grounds Keepers who perform a variety of semi-skilled and skilled work to maintain streets, catch basins, storm drains, culverts, ditches, parks athletic fields, play facilities, medians, trees and varied landscaped areas around City buildings.
2. Ensure efficient operation of equipment and power and hand tools to perform various park and street maintenance duties; make repairs and adjustments to equipment as needed.
3. Train staff in proper work procedures.
4. Oversee and participate in trash and debris removal from catch basins; clear storm drains.
5. Perform and supervise street signing, installing new signs, pavement marking, and sidewalk repairs.
6. Ensure maintenance of street medians, including plants and irrigation.
7. Remove spills, debris and litter from street right-of-ways, parks, street medians and other areas adjacent to City facilities.
8. Install and maintain sprinkler systems.

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### **IMPORTANT AND ESSENTIAL JOB FUNCTIONS (continued):**

9. Maintain and repair play structures, rest rooms and other facilities associated with parks ensuring these areas are left in a clean and orderly condition.
10. Plant new materials and upgrade existing planted areas, water and fertilize planted areas.
11. Answer inquiries and handle concerns from citizens regarding work performed.
12. Oversee spraying for pesticide control.
13. Maintain accurate records and prepare reports of work performed.

### **MARGINAL/PERIPHERAL JOB FUNCTIONS:**

1. Make limited repairs to street surfaces. May make larger repairs when crew is augmented.
2. Assist other maintenance crews in emergency situations.
3. Operate and maintain a variety of street construction and maintenance equipment, including a backhoe/loader, skid/steer loader, motor grader and pavement roller, initially in a training or relief capacity.
4. Operate a street sweeper on an established schedule.
5. Perform related work as required.

### **QUALIFICATIONS:**

#### **Knowledge of:**

1. Tools, equipment practices, methods and materials for street, park, and storm drain maintenance projects and activities.
2. Tools, equipment, practices and techniques related to park maintenance, tree trimming, pesticide application, irrigation system installation and maintenance, street signing, pavement marking, street median maintenance and street sweeping activities.
3. Safe and proficient operation of park and street maintenance equipment and field maintenance practices.

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### **Knowledge of (continued):**

4. Operational principles and techniques for using equipment and tools required for park and street maintenance work.
5. Safe work area signing and delineation, including detours and lane closures.
6. Basic supervisory principles.

### **Skill in:**

1. Operation of park and street maintenance equipment.
2. Directing and performing work; providing concise written and oral instructions.
3. Performing skilled operations and maintenance work on park, street, street median, and storm drain facilities.
4. Reading and interpreting plans and specification, maps and blueprints.
5. Supervising and directing the work of field crews.

### **Ability to:**

1. Maintain accurate records and prepare clear reports of work performed.
2. Deal tactfully and effectively with the public.
3. Establish and maintain effective working relationships with those contacted in the course of the work.

### **JOB REQUIREMENTS:**

1. Must be physically capable of performing heavy physical labor, including lifting materials and equipment weighing up to 50 pounds.
2. Possession of a valid California Class A driver's license in conformance with adopted City driving standards within three months of date of hire. Must have passed written examination prior to date of hire.
3. Capability and willingness to work out of doors in all weather conditions.
4. Willingness and ability to respond as required from home to the Public Works Corporation Yard within 30 minutes when on stand-by or in an emergency.

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### **JOB REQUIREMENTS (Continued):**

7. Willingness and ability to work extended hours as required and respond to emergencies on a 24-hour stand-by basis.

### **OTHER QUALIFICATIONS:**

1. The completion of high school or the equivalent.
2. Three years of progressively responsible skilled street and/or park maintenance experience and must have demonstrated the ability to supervise work in the field.
3. Possession of a State Applicator's Certificate.
4. Some technical school training or supervisory course work is highly desired.

### **MACHINES/TOOLS/EQUIPMENT UTILIZED:**

1. Digging, cutting, and compaction tools
2. Various power and hand tools
3. Telephone
4. Two-way radio
5. Automobile
6. Back hoe
7. Pager
8. Keys to City locks
9. Maps, plans, and blueprints
10. Reports, forms, pencils, and pens

### **PHYSICAL DEMANDS:**

1. Walking
2. Driving
3. Mobility
4. Speaking/hearing
5. Pushing/pulling
6. Stooping/bending/kneeling
7. Seeing
8. Standing
9. Climbing
10. Lifting and carrying up to 50 lbs.

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### **ENVIRONMENTAL AND ATMOSPHERIC CONDITIONS:**

#### Office Conditions:

1.     Indoors: normal office conditions, 5% of the time  
          Travel: varying conditions, 95% of the time
2.     Noise level: conducive to office setting
3.     Lighting: conducive to office setting
4.     Flooring: low level carpeting
5.     Ventilation: provided by central air conditioning
6.     Dust: normal, indoor levels

#### Field Conditions:

1.     Outdoors: varying outdoor weather conditions
2.     Noise level: low to high equipment noises
3.     Flooring: grass, gravel, rock, dirt, wet surfaces, etc.
4.     Hazards: use of various digging, cutting, and compaction tools